CALS Dean’s Excellence Fund

This request for proposals shall be used in the initial screening process of awarding funds to enhance the student experience. Please complete this form and return to Chelsi Nygaard in room 54 in the Iddings Ag. Science Building or cnygaard@uidaho.edu.

Funds may be used for any of the following reasons: Recruitment events (EX: 4-H Teen Conference or bringing prospective students to campus), undergraduate research, and student travel for professional development, conferences or competitions. Please allow 2-4 weeks for application to be processed.

Name: ____________________________________________

Phone: ____________________________ Email: ____________________________

Club/Organization/Class: __________________________________________________

Amount Requested: ____________________________ Date Needed: ____________________________

Are there other sources of funding?
Name of Organization: ____________________________________________ How much? __________

If a reimbursement is needed, what budget number will need reimbursed?
Budget Number: ____________________________________________

Please describe how this money will be used. Examples may include travel expenses, conference registration costs, event implementation, undergraduate research, etc. (please attach if you need more room).

Within two weeks of the conclusion of the event or use of these funds, a report shall be submitted to cals-social@uidaho.edu. The report will include pictures, complete with captions and a brief summary of how the funds were used.

APPROVAL - FOR USE BY CALS ADMINISTRATION

__________________________________________ Date
Carly Schoepflin
Director for Communications and Strategic Initiatives

__________________________________________ Date
Michael P. Parrella
Dean

Return Form to Chelsi Nygaard
Iddings Ag. Science Building, Room 54
CALS-Social@uidaho.edu